

TRAINING AND EXERCISE SUBCOMMITTEE

MEETING MINUTES

WEDNESDAY, SEPTEMBER 6TH, 2017

DELAWARE FIRE SCHOOL

On September 6th, 2017 the Training and Exercise Subcommittee meeting was held at the Delaware State Fire School in Dover with representatives from the Training and Exercise Subcommittee and the Delaware Emergency Management Agency (DEMA).

Attendees	Agency
Robert Newnam, Chairman	DSFS
Thomas Nesbella	DEMA
Devon Stover	DEMA
Paige Fitzgerald	DEMA
Mei Johnson	DEMA
Lisa Tanielian	DDA
David Mick	Kent County
Glenn Marshall	Sussex EMS
Suzanna Raab-Long	DE HC Assoc.
Matthew Higgins	DNREC
Claudette Martin-Wus	DTI
Harvey Velott	DSP/DIAC
Jerry Brennan	DSFS

- Chairman Robert Newnam who quieted and welcomed everyone called the meeting to order at 8:31 a.m.
- A quorum of members is present and introductions were made.
- A request was previously made by Matthew Higgins to deviate from agenda. Matthew declined and withdrew request.
- A motion was carried for an approval of the August 2nd, 2017 meeting minutes. APPROVED (Motion by Matthew Higgins, Second by Harvey Velott)
- No Visitors Present
- Nothing new to add or remove from agenda. A motion was carried for approval of September 6th agenda. APPROVED (Motion by Matthew Higgins, Second by Harvey Velott)

EXERCISE PROGRAMS

Tom Nesbella Reports:

- DEMA, Public Private Partnership (P3) WS, 23-24 Aug 17
 - o Workshop between government and private entities went well
- DEMA FSE, 12 Aug 2017
 - o Hurricane based exercise based around recovery efforts with volunteer agencies went well.
- REP, ingestion graded drill, 12-14 Sept 2017
 - o More to follow about that.
- DEMA, FE, EMAC with FEMA RG III, 20 Sept 2017
 - o Will probably cancel
- NCC MOU TTX, 3 Oct 2017
 - o Progressing well
- DTI FE, 23-24 Oct 2017
 - o Claudette reports that it will be changing to the 25th and 31st
 - o Tom reports that the T&EPW will also be on the 31st
- FS Special Ops drill, 28 Oct 2017
- DEMA, FE, IMAT with FEMA RG III, 8 Nov 2017
 - o Will probably cancel
- PH Symposium, 8 Nov 2017
- State Active shooter WS, Sept/Oct
- IMT, TTX, TBD
- Sussex TTX, water contamination, TBD
 - o C&O set up for 9/20
- Wilmington, WS water emergency plan, TBD
 - o C&O set up for 9/21

Other DE exercises

- LE
 - o State-wide TTX's for school shooting/shelter-in-place, ongoing this year
 - o TTX, DSCYF active shooter TBD
 - o TTX, OMB active shooter TBD
 - o DAFB, active shooter drill 12 Sept 17
 - Dave: Unaware of Kent County Participation
 - Harvey: More LE focused drill
 - o Harvey: Participated in a TTX at DVI on 9/5
 - Will be progressing with more
 - Might do an exercise with the campus
- HC
 - o St. Francis
 - Infant Abduction – May
 - Mass Casualty with Air Base – July
 - Active Shooter – August
 - Mass Casualty - Sept.
 - o Nanticoke
 - Active Shooter – Departmental
 - Med Surge Scenario – July
 - o Christiana Care

- Mass Casualty Incident
 - Network Down – June
 - NICU Evacuation - end of June
 - Behavioral Health Evacuation - end of June
- Bay health
 - Disaster involving bus with Boy Scouts - June 10
- AI
 - Active Shooter
 - Tornado Strike - Satellite locations
 - Evacuation based on Bomb Scenario
 - Ransomware
- Beebe
 - Network Outage
 - Mass Casualty
 - Stop the Bleed
- VA
 - Active Shooter
 - Evacuation VA Long Term Care
- PH
 - SHOC Functional Exercise scheduled for May 2nd
 - Ethics Workshop scheduled for some time in May
- DAFB
 - FSE, 22 July 17
- TSA
 - TTX, 20 Sept 17
 - This will be held at troop 2
- Coast Guard
 - Oil spill, FSE Sept 17
 - Matthew Higgins believes it is on 9/17 but is not certain (See committee member comments section for follow up)
 - Matthew believes this exercise is to satisfy a need for an annual drill.

TRAINING PROGRAMS

Tom Nesbella Reports:

- 2017 schedule
 - MGT-439 Pediatric Disaster Response and Emergency Preparedness, 25-26 July, AI DuPont. 41 attended
 - MGT 417 Crisis Management for School-Based Incidents, Key Decision Makers, 8-9 Aug, at the Clayton Fire Hall. 20 attended
 - PER-304 Social Media for Natural Disaster Response and Recovery, 23 Aug, at the Clayton Fire Hall. 26 attended
 - AWR-160 WMD Awareness Level Training, 29 Aug, 8 attended
 - MGT-318 PIO, 19-20 Sept, 9 enrolled
 - AWR-343 Hurricane Awareness, UD, 25-26 Sept, 25 enrolled

- PER-230 IRTB & PER-231 PRSBI, 12 Oct, 3 enrolled
- AWR-332 Hazardous Weather Preparedness for Campuses, 25 Oct, 14 enrolled
- In-residence courses;
 - Center for Domestic Preparedness (CDP), 2
 - Going to cut back due to Hurricane Harvey
 - New Mexico Tech (NMT), 1
 - Counter Terrorism Operations Support (CTOS), 0

AFTER ACTION REPORT IMPROVEMENT PLAN

Tom Nesbella Reports:

- Cape May / Lewes Ferry FE AAR reviewed by the committee
 - It was held in Sussex County.
 - It was as a FE

FINANCIAL STATEMENTS

Tom Nesbella Reports:

- Financial Statements, FY15 & 16 budgets reviewed
 - Budget spending is on track

OLD BUSINESS

- None

NEW BUSINESS

- Requests for Training
 - FS- \$9,764.19 and \$5,240.00
 - Representative not present
 - HZ- \$2,311.00
 - Matthew attended course in 2012. Qualifies you to be a type 2 IC. Basically allows a person to manage major spills. Can teach a person a wide variety of things from documenting costs to how to relate to media. It is a 2 week course. Starts Monday (9/11).
 - A motion was carried for approval. APPROVED (Motion by Harvey Velott, Second by Glenn Marshall)
 -

- DTI- \$15,792.01
 - Training goes toward protecting sensitive data. Costs are partly paid by working group and part from trainees. Costs normally 2500 per person but this is reduced by offsetting it with trainee registration and working group funds.
 - A motion was carried for approval. APPROVED (Motion by Matthew Higgins, Second by Harvey Velott)
- LE- previous request of \$488.00 adjust up to \$1,501.00 New requests \$253.00, \$3,350.00, \$2,778.00, and \$19,475.00
 - Adjustment of East Coast gang Conference from \$488.00 to \$1,501.00 in order to send more personnel
 - DIAC social media training \$3,350.00
 - DIAC Analyst Certification and Testing \$2,778.00
 - NCCPD SWAT/K9 Course (SKIDDS) \$19,475.00
 - Tom: SKIDDS course already budgeted for in FY16
 - Harvey withdraws last request
 - A motion was carried for approval. APPROVED (Motion by Matthew Higgins, Second by Claudette Martin-Wus)
- Requests for Exercises
 - None
- 2017 T&EPW I is planned for 31 Oct 17. Change Nov T&E meeting to 31 Oct 17
 - After the planning meeting scheduled for 7 September, invites will be sent

NIMS COORDINATOR UPDATE

Devon Stover Reports:

- NIMS Refresh has been signed off by FEMA Administrator Long and is now with DHS leadership
- RIII IMT teams are working together on a Blended Management Team White Paper to be introduced into the NIMS concept
- On Aug. 22nd the NIMS compliance report was sent out to all representatives on the NIMS e-mail list. The report needs to be filled out and returned by Dec. 1st. If you fill out and send the report back electronically you may call or e-mail for support. You may also schedule a visit to go over and fill out the report. If you wish to schedule a visit, please look at the e-mail that was sent out for the available dates and reach out to schedule.

CERT/CITIZEN CORPS

Mei Johnson Reports:

- On Aug 22nd the CERT Awareness Course for NDEHS and DIEEEEC pre-service training was held at University of Delaware. 53 people attended.

- Upcoming on Sept 23 is the Family Emergency Preparedness Day @ Delaware Agricultural Museum in Dover. It is free to attend. Everyone is invited. Please join if you are available.
- On Oct 6 & 7 there will be a CERT Course at Del Tech CC Georgetown campus

OTHER SUBCOMMITTEE BUSINESS

- None

COMMITTEE MEMBERS COMMENTS

- Matthew updates that the Coast Guard Exercise is actually on September 27th

CONCLUSION

- Per Chairman Robert Newman **the next meeting will be October 4th**
- Per Chairman Robert Newman the meeting was adjourned.
- Meeting adjourned at 9:09am

Respectfully Submitted,
-Devon Stover